

Submitted: Draft
Jurisdiction: Maryland
Agency: Department of Health and Mental Hygiene
Division/Unit:

Maryland State Archives
Edward C Papenfuse State Archives Building
350 Rowe Boulevard
Annapolis, MD 21401

Certificate ID: 113
MSA ID: SE55-2227

Page: 1 of 1

Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Maternal Health Case Files	1518	4	1974-84	2 cu ft.	06/09/2011	Shred
2	Immunization Records	1518	2	1980-1999	2 cu ft.	06/09/2011	Shred
3	Unified Medical Records	1518	31	1978-1982	2 cu ft.	06/09/2011	Shred
4	FY General Accounting Records, Miscellaneous Accounting Records, and Purchasing Records	834	1 A, E, F	2006	4 cu ft.	06/09/2011	Shred

Destruction Certification

Walter Zerrlaut

Signature

DHMH Records Officer

Title

10/25/2011

Date